

Geographic Information Advisory Council
Executive Committee Meeting – September 16, 2004
KY Division of Geographic Information, 21 Millcreek Park, Frankfort KY
PRELIMINARY MEETING MINUTES – NOT YET APPROVED

Members Present:

Nick Kearney, DOR
Ruth Rowles, PSC
Jim Ramsey, KYTC
Bruce Seigle, MSD

Others Present:

Gary Harp, DGI
Lynne O'Connor, DGI
John Penfield, KYCADD
Mike Soto, DGI
Roberta Young, DGI

Members Absent:

Dan Bozarth, Pennyrile ADD
John Carrico, KSP

Meeting called to order at 9:12 a.m. by Bruce Seigle.

I. Review Minutes from 8/19/04 Executive Committee Meeting

- A. Revision: add two names omitted from list of candidates for Executive Committee election.
- B. Motion to approve by Jim Ramsey; seconded by Ruth Rowles; approved with noted revision with no dissent.

II. Announcements

NONE

III. Nominating Committee Update

Nick Kearney

- A. Scheduled Date for Elections
 - 1. Slate of candidates prepared.
 - a. Ken Bates withdrew his candidacy (Member-At-Large candidate).
 - b. Additional nominations will be accepted up until date of election, including self-nominations.
 - 2. Date for elections pending determination of GIAC membership organization.
 - 3. No solid reply yet received in response to request for clarification of the organizational status.
- B. Executive Committee Attendance Concerns
 - 1. Meeting attendance records compiled for December 2003 – present.
 - 2. Attendance history will be included with each candidate BIO.

IV. By-Laws Update

Lynne O'Connor

- A. Final Draft (HANDOUT) Completed
- B. Clarifications
 - 1. Actions by Executive Committee on behalf of the Council
 - a. Must be communicated to all Council members within five days if not feasible to call a Council meeting.
 - b. Actions will be ratified at the next scheduled Council meeting.
 - c. Examples include financial decisions, adoption of standards, etc.
 - 2. Council's role is limited to an advisory capacity – no fiscal responsibilities or authority.
- C. Next Steps
 - 1. Obtain final approval by legal counsel (Lynne).
 - 2. Present by-laws for vote/adoption at next Council meeting, scheduled on December 16 (Bruce).
 - 3. Distribute by-laws to all council members for review prior to next meeting (Lynne).

V. GIS Conference Update

Nick Kearney

- A. Registrations
 - 1. Full registrations = 209
 - 2. Single-day registrations = 55
- B. Room Reservations Below Contract Requirement
 - 1. Attrition clause included in signed agreement with hotel.
 - 2. Current penalty costs = approximately \$9K.
 - 3. Hotel will continue to honor \$93/night conference rate.
- C. Workshop – Four Cancellations (Low Enrollment)
- D. Exhibitors
 - 1. All available spaces (18) purchased.
 - 2. Booths will be located in the ballroom with conference sessions.

- E. Opening Session
 - 1. Lt. Governor's Keynote Address will include an ArcGlobe presentation (demonstration presented by Gary Harp).
 - 2. Jim Cobb (KGS) – additional speaker/second presentation focusing on digital mapping progress in KY.

VI. GIS Standards/Enterprise Architecture Update

Rodney Murphy

- A. Incorporation with Enterprise Architecture Standards – More Discussion Needed
- B. Data Accessibility
 - 1. Open Records Law dictates some requirements related to availability and release of data.
 - 2. No Commonwealth policy exists to address the release of data.
 - 3. Need definitive policy to define which data must/can be disclosed and to whom.
 - 4. Addressing Data
 - a. Uncertainty of KSP's plans to make data accessible to the public.
 - (1) Potential exception to Open Records Law requirements.
 - (2) Different accessibility factors for address point data and address range data.
 - b. ADDs continuing to consult with KSP and may play a role in providing access to data.

VII. The Commonwealth Map Update

Lynne O'Connor

- A. Data Stewards
 - 1. Meeting held on September 7.
 - 2. Steward needed for Hydrography layer.
- B. Expanding Use of GIS Data
 - 1. Meeting scheduled next week with the Homeland Security office to encourage use of GIS data, particularly TCM (Gary).
 - 2. Similar meeting planned with the Division of Emergency Management (Gary).

VIII. Special Committee Reports

- A. Structures
 - 1. Chairperson not yet designated.
 - 2. Multiple entities collecting data for structures.
 - a. Standard needed to guide all data collection efforts.
 - b. Encourage all agencies/organizations that collect structures data to submit attribute lists to GIAC (Lynne).
- B. Flood Map Modernization
 - 1. Committee developed by vote during July Executive Committee meeting to develop standards for Flood Map data and collection.
 - 2. Chairperson and Committee Not Designated
- C. Digital Submission
 - 1. Goal/Charge – develop standards for digital submission.
 - a. Includes attachment of geo-referenced data to maps for submission and incorporation into a GIS.
 - b. May be more appropriately achieved by custom development rather than standards.
 - 2. Revised role/structure of committee still unresolved.
 - a. Many complex components involved with development of these standards.
 - b. Voluntary, subcommittee is not an effective mechanism for accomplishing this task.
 - 3. Several options discussed.
 - a. Hire contractor to develop these standards (funds not currently available).
 - b. Consult NACIO for recommendations/input (DGI will contact Doug Robinson).
 - c. Consult KDLA for recommendations/input (DGI will contact Jim Nelson).
- D. NHD Revision Oversight (Mark Ayers)
 - 1. Update (HANDOUT)
 - 2. DGI will consult with NHD committee regarding stewardship of Hydrography layer for TCM.
- E. Boundary Standards (Kent Anness/Ted Niemann)
 - 1. Update (HANDOUT)
 - 2. Committee remains inactive – interested committee members needed.
 - 3. Defer committee structure/membership until after Executive Committee elections.
- F. Legislative Review
 - 1. No pre-filed bills with significant GIS impact.
 - 2. Reorganization bills
 - a. May impact GIAC structure.
 - b. Will seek input of Council during December 16 Council meeting regarding proactive approaches to GIAC organization and membership issues.
- G. Height Modernization (Ross Mackay) – NO REPORT
- H. Street Centerline/Addressing (Ted Stumbur) – NO REPORT

IX. Standing Committee Reports

- A. Standards & Policies
 - 1. Chairperson not designated.
 - a. Option: Executive Committee Vice Chair serves as Standards & Policies Committee Chairperson.
 - b. Defer decision until after elections.
 - 2. Committee performs an oversight function – coordinates development of standards.
- B. Strategic Planning (Larry Whitaker) – NO REPORT
- C. Education & Training (Steven Parkansky) – NO REPORT

X. Full Council Meeting Scheduled Today – Postponed (See Section XII)

Bruce Seigle

XI. DGI Office Report

NONE

XII. New Business – Reorganization and Impact for GIAC Membership

Gary Harp

- A. Current Legal Ruling
 - 1. GIAC Membership must conform to Reorganization, including restructured agency/cabinet representation
 - a. CPPR and NREPC = EPPC = ONE membership seat
 - b. CFC and CHS = CFHS = ONE membership seat
 - c. CIO and KRC = Finance Cabinet = ONE membership seat
 - 2. Membership confirmations required for all members – letters will be distributed to each cabinet that maintains a seat on GIAC.
 - (1) All current members must be reappointed/reaffirmed to remain on the Council.
 - (2) Written appointment required from each Secretary of newly merged Cabinets.
- B. Appeal or Possible Alternative
 - 1. Structure GIAC membership on a functional basis rather than cabinet or agency level.
 - 2. GIAC may develop a statement and/or formal bill to address this alternate basis for the membership organization.
- C. Planned Elections Postponed
 - 1. Upon suggestion of legal counsel, elections will be deferred due to uncertain status of current members included on the slate of candidates
 - 2. Full Council meeting scheduled for today is postponed pending confirmation of current members and/or appointment of new members.

Meeting adjourned at 11:10 by Bruce Seigle